

CIMOR News Today

August 2006

Financial Training Sessions Planned

The last phase of training is in financial areas of CIMOR. This training will provide a quick overview of the functions covered during Consumer & Services training, and will lead into how CIMOR handles special services types, applying Standard Means Test ability to pay, creating invoices for SAM and Medicaid billing, and following up with claim information. Training sessions began during the last week of July and are scheduled through the end of September for DMH facilities, ADA and CPS Providers. MRDD Regional Centers will continue with training for their providers during the next few months.

DMH Announces New Fall Lineup - CIMOR Premier Release and Consumers & Services Release

The days are flying by faster and faster as we near the CIMOR go-live date! Final corrections and testing is being completed on the screens, "Day-1" reports are being written and tested, business owners and users are busy preparing for the changes that CIMOR will bring. The following important steps will be additional milestones that lead us to the implementation date:

- ❖ **August 21** – Users may begin to request security access to the Consumers & Services roles needed for consumer preparation entry during September
- ❖ **September 1, Premier Release** – ITSD staff will begin the data conversion effort to move CTRAC, MRDDIS, and related consumer source data into CIMOR tables for production. We anticipate this conversion will take 3-5 days.
- ❖ **September 6** – Estimated date for users to begin the consumer data verification and updates into CIMOR, including demographics, bed assignment, diagnosis, and assessments data required in order to enter delivered services. **Data Quality** will be the goal of this month, as all facilities and providers are encouraged to review their consumers' records and make necessary updates. Note that during the month of September, any data updates made to consumers in CIMOR will also need to be made in CTRAC if the change affects billing for September services.
- ❖ **October 1, Consumers & Services** – ITSD staff will complete remaining data conversion to prepare for services entry into CIMOR. This conversion effort may take 3-5 days.
- ❖ **October 4 (est)** – Estimated date for users to begin full use of CIMOR for all organization, consumer, and services data entry, updates, and processing.

Are You Ready??

Over 300 training sessions have been held throughout the state since the beginning of April. If you have not been trained in CIMOR, there is still time. The Implementation Team is preparing high-level demonstrations for all DMH managers, the Commission members, and provider executives as requested. Facilities are continuing to schedule and deliver training on the Consumers & Services functions over the next 2 months. Central Office trainers are scheduling and delivering training on the financial functions in CIMOR. This training is targeted to those who handle billings, invoices, and payments for services. MRDD Regional Center trainers will also be delivering special CIMOR training sessions to their providers during the first few months of implementation, to facilitate moving as many providers as possible toward the use of CIMOR. This will involve up to 1,000 provider organizations!

If you have been trained but need a refresher before October, ask your local ITSD staff for access to the CIMOR videos. They are designed to be run by topic, and can be repeated as needed on your own schedule.

Out with the Old, In with the New!

We encourage all DMH staff to catch on to the excitement that is in the air because of the upcoming CIMOR implementation. CIMOR will not fix all problems, but it is a well-built system for DMH to improve the data and processes that are relied on for critical management decisions. CIMOR is built on new technology, allows a new way of managing data, and presents new opportunities to support the department's efforts in making a difference in the lives of our consumers.